

**Village of Woodstock
Board of Trustees Meeting
August 9, 2022
7:15 pm
Pentangle Theater & Zoom
Minutes**

Draft minutes are subject to approval.

Present: Chair Seton McIlroy, Jeffrey Kahn, Brenda Blakeman, Bill Corson, Gabe DeLeon, Tom Yennerell, Nikki Nourse, Craig Mowery, Wendy Marrinan, Tess Hunter, Alita Wilson, Elyn Bradley, Police Chief Robbie Blish, Philip Neuberg, Fire Chief David Green

A. Call to order

1. Chair McIlroy called the Trustees Meeting of August 9, 2022, to order at 7:32 pm.

B. Interviews – Village Historic Preservation Commission

1. Wendy Wright Murrinan

- a. Ms. Murrinan stated that she had had been following the idea of this commission for both the Village and the Town during the course of the meetings over the last year. She was interested in serving early on. She lives in the Village. She loves the history of the Town and its treasures. Recently she got more involved in Pentangle. She understands the theater and the Town Hall goals and concerns. She is extremely interested in the preservation of Faulkner Park. She is excited to help the Village achieve its goals.

Motion: by Mr. Kahn to appoint Ms. Murrinan to the Village Historic Preservation Commission.

Seconded: by Mr. Corson.

Discussion: none.

Vote: 5-0-0, passed.

2. Elyn Isabelle Bradley

- a. Dr. Bradley stated that it is important to preserve the nature of Woodstock which is incredibly special. She would be happy to work on this commission because the history of this Village makes it interesting.

Motion: by Chair McIlroy to appoint Dr. Bradley to the Village Historic Preservation Commission.

Seconded: by Ms. Blakeman.

Discussion: none.

Vote: 5-0-0, passed.

C. Citizen comments – none.

D. Additions to & deletions from posted agenda

1. Addition – 911 House numbers in the Village

E. Manager's report

1. General report

- a. Mr. Yennerell stated that a part time Planning & Zoning Assistant has been hired. This person will average about 25 hours weekly and will assist in the Manager's Office when people are absent.

2. Financial report

- a. Mr. Yennerell stated that it is early in the budget. It should be at 8.33%.
- b. Chair McIlroy stated that office administration is at 21.14%

- c. Mr. Yennerell stated that this is most likely an upfront cost. He does not have the details as to exactly what that expenditure is, but he can find out.

F. Police Chief's report

- 1. Chief Blish stated that he anticipates Sergeant Swanson to be back in September. They have hired a new full-time officer, Officer Philip Call. Officer Call has over 40 years of law enforcement experience. He most recently retired from the Winsor County Sheriff's Department. He had been there for over 20 years. He wanted to come back to work so they are happy to have him. That still leaves them currently with one more vacancy, but they are hoping to interview a couple of applicants in the next couple of weeks. August 23-25, the Woodstock Police Department will be hosting and participating in a single officer response to active killer training. This training is going to take place at the Woodstock Elementary School, Court House, and the High School over a three day period.

G. Old business

1. Memorial Policy

- a. Chair McIlroy stated that they have had a couple of people ask to put up memorials a few months ago. These would be permanent fixtures in the Town with names on them. They decided to table those and have a group take a bigger, broader look at naming rights and putting benches and memorials around the Village. Mr. Neuberg's group has come up with a draft which is very comprehensive.
- b. Mr. Neuberg suggested forming a committee and creating a policy that incorporates the Town as well. They are suggesting having two reps from the VDRB, one rep from the South Woodstock Design Review Board, two reps from the Planning Commission, and possibly one rep each from the History Center, Billings Park Commission, and the Garden Club. Those folks could take a look at this draft and add their input.
- c. Chair McIlroy stated that they will appoint this subcommittee officially at their next meeting.

H. New business

1. Woodstock Masonic Lodge – Haunted House

- a. They are doing a haunted house for children.
- b. The Village Trustees support this.

2. Approve FY23 tax rate

- a. Mr. Yennerell stated that the FY23 tax rate is half a cent more than FY22 tax rate. Last year the tax rate was .199. This year it is going to be .204. It is a \$4.98 increase per assessed value of \$100,000. This is based on the budget and special articles that was voted on during Village Meeting. That totaled up to \$600,288 to be the amount of taxes needing to be raised.
- b. Mr. Kahn stated that this is a very insignificant increase. He hopes the Village residents are pleased with this.

Motion: by Mr. Kahn to approve the FY23 Village tax rate of .2040.

Seconded: by Ms. Blakeman.

Discussion: none.

Vote: 5-0-0, passed.

3. Short term rental report

- a. Chief Green stated that they have 12 permits in the Village. He is working with four others. There is one is he trying to prove they are renting without permits.

4. Village of Woodstock Public Trustee of Funds – Annual Procedures

- a. Mr. Yennerell stated that there are four different funds the Trustee of Public Funds is suggesting disbursement be made from. The suggestion is to disburse \$300 from the Frank S Mackenzie Fund, \$5,600 from the Orley A Whitcomb Fund, \$2,000 from the Old Fire Station Fund, and \$51,429 from the Ethel Woods Sidewalk Fund. Those monies would come to the Village.
- b. Mr. Kahn stated that he is concerned with the suggestions on how they spend it. He is also concerned with how they differentiate this from their other funds once they pull those sums out and how they can track it. He thinks the Village needs to vote of the Ethel Woods Sidewalk Fund.
- c. Mr. Yennerell stated that they can make a line item to keep track of those funds.
- d. Mr. Kahn stated that there are fees for writing these disbursement checks and auditor fees, but it does identify how much those fees are and which funds they would be taken from.
- e. Mr. Yennerell stated that they can table and ask Jill Davies to clarify.
- f. Tabled.

5. Reschedule November meeting

- a. November 9th at 6:30 pm.

6. Discussion of permits for Tribou Park

- a. Chair McIlroy stated that they have a permitting process for the Village Green and East End Park, but they do not have anything for Tribou. They have events that happen there. Mr. Yennerell has looked into what they would need to do in order to have a permitting process or ordinance for that.
- b. Mr. Yennerell stated that he checked with the Town's attorney, and they said that it is possible to issue permits for these other parks without having policies or ordinances. They did recommend adopting policies, however. They gave them a sample. They may need to take a look at the policies and change them a little bit to fit to Woodstock and then actually adopt them. In the meantime, there is nothing wrong with them issuing event permits for these other locations.
- c. There was citizen concern regarding permitting for Tribou Park as it is generally used for petitioning. They are concerned with the Trustees limiting freedom of speech.
- d. Chair McIlroy stated that this is just a conversation. No changes will be made at this time.

I. Other business

1. 911 house numbers in the Village

- a. Mr. Kahn stated that the Village has retained the same house numbers in the system because they are so confined. They are one square mile. Under the State system a house number would change based on how many feet it is from the end of the road. There are so many historic houses and numbers in Woodstock, that when this issue came up originally the Village voted very strongly to retain the current addresses that they have.

- b. Chief Green stated that there are issues with keeping the numbers as is. It is harder to find people in multi-level buildings. E-911 cannot differentiate floors so they have to go to every door and every floor to get to someone. It is especially hard if the call was from someone unable to talk.
- c. Chair McIlroy stated that she feels this is something that they need to make the public more aware of. They will add it to September's agenda/
- d. Chief Green stated that he can have someone from Vermont E-911 present.

J. Approval of minutes

1. 7/12/22 minutes

2. 7/29/22 joint minutes

Motion: by Mr. Kahn to approve the 7/12/22 minutes and the 7/29/22 joint minutes as submitted.

Seconded: by Mr. DeLeon.

Discussion: none.

Vote: 5-0-0, passed.

K. Adjournment

Motion: by Mr. Corson to adjourn the meeting at 9:08 pm.

Seconded: by Ms. Blakeman.

Discussion: none.

Vote: 5-0-0, passed.

*Respectfully submitted,
Nikki Nourse*